DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION STATE PROCUREMENT BUREAU

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TO: All State Agencies

FROM: Brad Sanders, Chief

DATE: July 11, 2012

SUBJECT: Requisition Time Schedule (RTS) for Passenger Cars, Light Duty Trucks, and

Policy Pursuit Vehicles, Model Year 2013.

The Requisition Time Schedule dates for 2013 passenger cars, light duty trucks, and police pursuit vehicles are listed below. Pre-requisition forms will be available electronically by Friday, August 17, 2012.

- Fall passenger and light duty truck bid. Pre-requisition forms and requisitions due to State Procurement Bureau by Friday, September 14, 2012.
- Police pursuit vehicle bid. Pre-requisition forms and requisitions due to State Procurement Bureau by Friday, September 14, 2012.
- Spring passenger cars and light duty bid. Pre-requisition forms and requisitions due to State Procurement by Friday, February 8, 2013.